



## *The Village of Biscayne Park*

600 NE 114<sup>th</sup> St., Biscayne Park, FL 33161

Telephone: 305-899-8000 Facsimile: 305 891 7241

**DATE:** April 26, 2019

**TO:** Mayor and Commissioners

**FROM:** Krishan Manners, Village Manager

**RE:** Village Update

Mayor and Commissioners:

Below are a few items to note:

- **Regular Commission Meeting, Tuesday, May 7<sup>th</sup> at 7pm at the Log Cabin**
- **Hurricane Preparedness Presentation, Saturday May 11<sup>th</sup>, 12:00 A.M. at the Ed Burke Recreation Center**
- **Waste Pro Special Pick Up – Saturday, May 18<sup>th</sup>**

- **FEMA:**

We are continuing to work with the Village Attorney to prepare our appeal to FEMA. We have submitted two appeals this week. The third appeal is underway.

- **FINANCE:**

Finance and Village Staff have been providing information to the auditors for the 2018 Audit. Work is beginning on the FY 2020 sanitation budget. Discussions and preparations for the FY 2020 budget have begun.

- **CODE:**

Code Officer inspected cases to ascertain compliance. Worked with residents in the field. Answered emails and responded to calls. Posted various notices at properties. Scanned documents, sent out certified mailings. Sent out reminder notices for pending fines. Assisted residents who came in to the Village office with and without appointments. Entered new cases in the system for Officer's citing and complaints from residents. Daily organization of files to assure case files are up to date. Processed Lien searches. Continued to build a relationship with the community to educate them about violations and how to resolve them accordingly.

Public works continues to assist with trash being placed out too early. Creating and updating forms as needed. Taking photographs and uploading to case files.



## *The Village of Biscayne Park*

600 NE 114<sup>th</sup> St., Biscayne Park, FL 33161

Telephone: 305-899-8000 Facsimile: 305 891 7241

In addition, they researched property owners for contact information. Researched rental properties. Set appointments and performed landlord inspections.

### **Enforcement procedural totals:**

Closed cases:	11
Total new violations opened:	48
Administrative citations:	2
Landlord inspections:	7

### **New violation cases:**

Address display:	2
Administrative citations:	2
Cans storage:	1
Inoperable vehicles:	2
Junk /Abandoned items:	2
Landlord permit required:	23
Lot maintenance:	1
Minimum housing:	2
Overgrown grass:	4
Permit required:	5
Roof cleaning:	2
RV/watercraft/trailers:	1
Signs:	1

- **POLICE:**

### **Police Department's Statistics for the Period**

**Total Cases: 23**

### **Total Cases by Category**

Alarms:	2
Assists other Police Agencies:	4
Sick/Injured:	2
Suspicious Person/Vehicle:	1
Investigation:	2
Information/Non-Criminal Investigations:	10
Repossession:	0
Residential Burglary:	0
Vehicle Burglary:	0



## *The Village of Biscayne Park*

600 NE 114<sup>th</sup> St., Biscayne Park, FL 33161  
Telephone: 305-899-8000 Facsimile: 305 891 7241

Domestic Battery:	0
Hit and Run:	1
Traffic Crash:	1
Grand Theft:	0
Stolen Vehicle:	0
Petit Theft:	0
Missing Person:	0
Criminal Mischief:	0
Narcotics Arrest:	0
Fraud:	0
Identity Theft:	0
Misdemeanor Arrest	0
Felony Arrest:	0
Traffic Arrest:	0
Natural Deaths:	0

- **PARKS & RECREATION:**

The Parks and Recreation Manager worked on the Spring Egg Hunt preparations. Post Special Event evaluation and clean up. Program evaluations. Summer camp and schedule preparation. Weekly grounds and building maintenance.

- **PUBLIC WORKS:**

Public Works mowed, weed eat and edged as part of the weekly maintenance in the right-of-way city wide. Removed weeds from landscaping adjacent to Village Hall and garbage cans enclosure at Village hall. Stump grinding/removal at 10<sup>th</sup> Ave and 111 St. Cleaned and organized Public Works equipment storage room. Cut broken tree limb over the street at 1009 NE 117 St. Repaired pothole located at the corner of 118<sup>th</sup> and Griffing. (118st & Griffing).

Installed road reflectors around the Rec. Center. Worked on the street files by filing away any that were no longer in use.

**ADMINISTRATION:**

Manager continues to work with the Village Attorney and FEMA regarding debris reimbursement. Working on 2018 Audit, to be completed this month. Attended Public Safety Advisory Board. Attended Spring Egg Hunt and THANK YOU to our staff and volunteers for all their hard work to make this another successful event! Met with EBS Advisors regarding employee health insurance options. Met with Toshiba Representative regarding copiers. Assisted residents as needed.

**Wishing everyone a great weekend!**